



GARLAND INDEPENDENT SCHOOL DISTRICT

RESIGNATION/RETIREMENT
EMPLOYMENT EVALUATION

RECEIVED

JAN 16 2019

To the Principal/Supervisor at **Shorehaven Elementary**
Box # 226

Attached is a Letter acknowledging the, Resignation or Retirement regarding **Mykisha Hampton - Employee # 23634** one of your employees. Please complete this form as soon as possible and return it to Human Resources.

Should this employee make application to return to service:

- 1. I recommend placement either in my building or any other building where a vacancy may occur.
- 2. I recommend placement in the district, but not in my building for the following reasons:

3. I recommend that this employee not be rehired for any position in the district for the following reasons:

Mistreatment of Students.

- 4. If rehired, the placement of this person should be considered for _____ grade/position/subject(s).
- 5. What is this employee's last formal evaluation rating?

If this employee's performance warrants a rating change, please indicate the current rating you recommend and specify the reasons for the change.

If boxes 2 or 3 are checked, you must be specific in your reasons. House Bill 6, passed by the 63rd Legislature in 1973, requires that the personnel files of the district be open to inspection by the employee or his/her designated representative. Therefore, the employee will have the right to review this form at his/her request. Also, please be advised that the document will be used as the basic resource for outside references.

Principal/Department Head Kristen Cleere Date 1.14.2019

Campus/Department Shorehaven Elementary

former employee
JK